



**Purchasing Service Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 15  
AGENDA DATE: Thu 02/10/2005  
PAGE: 1 of 2**

**SUBJECT:** Authorize negotiation and execution of Amendment No. 1 to the agreement with HUMMINGBIRD LTD, Toronto, Ontario, Canada, for a 12-month service agreement for maintenance and support services in an amount not to exceed \$122,031, with four 12-month extension options in an amount not to exceed \$122,031, per extension option, for a revised total agreement amount not to exceed \$1,698,624

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$122,031 is available in the Fiscal Year 2004-2005 Amended Capital Budget of the Communications and Technology Office of the Financial and Administrative Services Department. Funding for the extension options is contingent upon available funding in future budgets.

**FISCAL NOTE:** A fiscal note is attached.

**REQUESTING DEPARTMENT:** Purchasing  
for Financial and  
Administrative Services -  
Communications and  
Technology  
Management;

**DIRECTOR'S  
AUTHORIZATION:** Vickie Schubert

**FOR MORE INFORMATION CONTACT:** Vic Chanmugam, Sr. Buyer Specialist/974-2030

**PRIOR COUNCIL ACTION:** September 30, 2004 - Approved purchase of the document imaging and management system

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** N/A

**MBE / WBE:** This contract was awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore no goals were established for this solicitation.

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On September 30, 2004, Council approved the negotiation and execution of a contract with Hummingbird LTD, for the purchase of an enterprise document imaging and management system for the Office of the City Clerk and the Office of Vital Records-Health and Human Services Department in an amount not to exceed \$1,259,000. Subsequently, staff negotiated the contract amount to \$1,088,469.

Amendment No. 1 will provide for continuation of maintenance and support services for 12 months after March 31, 2005, with four 12-month extension options for the document imaging and management software from Hummingbird Ltd.

The contract negotiated with the vendor included a warranty for 180 days after final acceptance of the software by the City. During this period, if the software did not operate in compliance with all material respects to the representations made by the vendor in its proposal or did not conform to the requirements of the RFP, the vendor agreed to correct any programming errors and make the necessary modifications, additions or adjustments to the software without any charge to the City.



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PAGE: 2 of 2**

The vendor also agreed to provide, at no cost to the City, new upgrades and telephone support until March 31, 2005. This proposed amendment will continue the provision of upgrades and telephone support for the next five years at the prices identified in to the existing agreement with Hummingbird Ltd.

### CIP BUDGET FISCAL NOTE

**DATE OF COUNCIL CONSIDERATION:**  
**WHERE ON AGENDA:**  
**DEPARTMENT:**

10-Feb-05  
No Resolution Required  
Communications and Technology Management

**Description:** Authorize negotiation and execution of Amendment No. 1 to the agreement with HUMMINGBIRD LTD, Toronto, Ontario, Canada for a 12-month service agreement for maintenance and support services in an amount not to exceed \$122,031, with four 12-month extension options in an amount not to exceed \$122,031, per extension option, for a revised total agreement amount not to exceed \$1,698,624

**FINANCIAL INFORMATION:**

Parent Project Name: Enterprise Document Imaging And Mangement System  
Project Authorization: 2004-2005 Amended Capital Budget  
Funding Source: FY05 CTM Fund and Support Services Fund  
Number: 8640-567-0005

|                             |                         |
|-----------------------------|-------------------------|
| Total Current Appropriation | \$1,527,000.00          |
| Unencumbered Balance        | \$623,000.00            |
| Amount of this Action       | <u>(\$122,031.00) *</u> |
| Remaining Balance           | <u>\$500,969.00</u>     |

CTM Financial SPOC: Cheryl Woods

Date: 01/20/05